NORTH DAKOTA VETERANS HOME LISBON, NORTH DAKOTA GOVERNING BOARD MEETING

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DATE/TIME: Tuesday, July 09, 2013 @ 10:30 AM. LOCATION North Dakota Veterans Home-Clinic Care Conf Room: MEETING: X Regular

MEETING CALLED TO ORDER: by Chairman, Norris Braaten

Membership: Norris Braaten, Chairman John Adolf Connie Ebach Steven Frojen Judy Lee Dean Overby Gary Skarphol

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson Chief Financial Officer-Kristin Lunneborg Executive Secretary-Margie Ourenhagen Admissions Coordinator-Susie Schlecht Director of Social Services-Jann Neameyer

AGENDA ITEM PRESENTATION/DISCUSSION **RECOMMENDATION/ACTION 01.** Pledge of Allegiance/Moment of silence for Chairman Braaten called for a moment of silence for the NAR (No Action Required) POW/MIA's requested by Chairman. POW/MIA's. **02.** Introduction New Board Members Judy Lee & Gary Skarphol were welcomed as members of the NAR (No Action Required) Chairman-Norris Braaten Governing Aboard 03. Roll Call: All members were present. **Recording Secretary** Roll call taken by recording secretary. **04.** Welcome: Chairman Braaten welcomed the board members NAR (No Action Required) Chairman-Norris Braaten **05.** Approval/Conflict of Interest of Agenda Items Chairman Braaten asked if any board members have a conflict No conflicts of interest were stated at this time. of interest with any agenda items. Motion made by Adolph, seconded by Skarphol to Chairman-Norris Braaten accept the agenda as presented. Motion carried unanimously. **06.** Approval of Minutes: Motion made by Overby, seconded by Frojen to accept the Motion carried unanimously. minutes of April 17th & June 05th as e-mailed. Chairman-Norris Braaten **Governing Board Minutes** April 17, 2013 Conference Call- June 05, 2013 **07.** Chairman's Report Motion made by Lee, seconded by Adolf to proceed with the Motion carried unanimously. This training will be Attorney General's office educating the governing board on the Chairman-Norris Braaten set up in Bismarck. following: ❖ Board Member's Guidelines Executive Session Protocol **❖** HIPAA Training-New Members Motion made by Overby, seconded by Adolph to approve the 5% & 2% salary increases effective May 01, 2013 for Administrator Johnson that were A motion was not made outside of executive session conference call held June 05, 2013 to approve wage recommended in his evaluation. Motion carried increase of Administrator Johnson. unanimously **08.** Administrator's Report Campus Issues: Mark B. Johnson

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AGENDA ITEM	PRESENTATION/DISCUSSION RI	ECOMMENDATION/ACTION
	Administration Johnson updated the board on the mediation and arbitration hearing that was held June 25 th with attorneys from Grants Mechanical, Nordick Electric and Comstock.	No settlement agreements were mediated therefore a court hearing date will be set.
	 National Guard worked on the following projects at the veteran's home during their two week drill. They reshaped the clay pit. Created a dirt road for the farmer to have access to his field. Pulled out old trees and leveled that site Pulled out the old pump house and filled that area in to add positive drainage back into that area. Added some earth to build up the dike for flood protection. 	
	 Surveys: VA survey has been completed with no deficiencies. State Survey on Basic Care received two medication deficiencies. 	
	Susie Schlecht, Admissions Coordinator, and Jann Neameyer, Director of Social Services, discussed the admissions process and what action if any the governing board would like to take on denied veterans for the following: a) Stipulation on what veteran has done to reform his character. b) Time period requirements on denials; how long before they can reapply.	Director of Social Services will present a policy at the next meeting for board discussion and approval on time period prior to a veteran or spouse eligible to reapply for admission following a denial.
	c) The governing board has previously gone on record to say that a veteran must maintain sobriety for 9-12 months prior to being admitted to the veteran's home.	
09. Appeals Hearing	Motion by Adolph, seconded by Frojen to enter into executive session at 11:30 am. Motion by Lee, seconded by Ebach to exit executive session at 12:00	Regular meeting back in session at 12:01 with all members present. Motion by Overby, seconded by Lee to deny the appeal's hearing admission. Motion carried unanimously.

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AGENDATIENI		
10. Financial Report Kristin Lunneborg, CFO	We do not have final totals for the biennium end financial reports since agencies have until July 25 th to apply back any June receipts or expenses. Our revenues for the biennium are higher than anticipated due to mineral royalties, increased rents and 2009-2011 per diem payments that were paid in the 2011-2013 biennium. After apply backs I am anticipating we will use most of our appropriations authority for salary and benefits and capital items. Due to the lower than anticipated census we will have unspent operating authority of somewhere around \$1.2 million. All construction money will be carried over into the 2013-2015 biennium.	
	The current census is 51 on skilled and 81 on basic. Our current census includes 12 70% or more service connected veterans and 16 non-veterans. Accounts receivable reports were presented to the board. Reviewed the basic accounts receivable; request to write off # 1 in the amount of \$15.37. Reviewed the skilled accounts receivable; request to write off accounts #1-11. Total write off amount \$50,437.39.	Motion made by Skarphol, seconded by Lee to accept the financial reports as presented. Motion carried unanimously. Motion made by Frojen, seconded by Adolph to write off the basic care and skilled care accounts as requested. Motion carried unanimously. Judy Lee will talk to the Department of Human Services regarding #12 on the skilled accounts receivable report.
11. Closing Comments	Governing Board expressed appreciation to Chairman Braaten for his years of valuable leadership to the Governing Board. Chairman Braaten expressed his gratitude to the board for allowing him to serve on the board.	
12. ACOVA Meeting	Location: Date: Time:	Bismarck Comfort Inn Thursday, October 17 @ 9:00 am & Friday, October 18, 2013 @ 9:00 am
13. Next Meeting – Governing Board:	Tentative Governing Board Meetings for 2014 2 nd Tuesday of every three months	Wednesday, October 16, 2013 @ 1:00 pm & Thursday, October 17, 2013 @ 9:00 am

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AGENDATIEM	TRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
	Tuesday, January 07, 2014	Bismarck Comfort Inn
	Tuesday, April 08, 2014	
	Tuesday, July 08, 2014	
	Tuesday, October 14, 2014	
14. Adjournment		Motion by Overby, seconded by Ebach to adjourn this meeting. Meeting adjourned
Approved by Governing Board & Administrator		
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		/s/ Mark B. Johnson, Administrator